

**CHAPTER 180**  
**CRIME PREVENTION SPECIALISTS**

**6VAC 20-180-10. Definitions.**

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

"Agency administrator" means any chief of police, sheriff, or any agency head of a local or state law-enforcement agency.

"Crime prevention services" means providing for the anticipation, recognition, and appraisal of a crime risk and the initiation of an activity to remove or reduce the opportunity for crime.

"Department" means the Department of Criminal Justice Services.

"Employee" means any sworn or civilian individual, including auxiliaries, employed by a local or state law-enforcement agency.

"General law-enforcement instructor" means an individual who has complied with all of the applicable standards for certification or recertification, whichever applies, contained in 6VAC20-80-10, and is eligible to instruct, teach or lecture approved or mandated training.

"Law-enforcement agency" means any government agency or identifiable subunit which has as its principal duty or duties the prevention, detection, and investigation of crime; the apprehension, detection, and prosecution of alleged offenders.

**6VAC20-180-20. Duties of a crime prevention specialist.**

The duties of a crime prevention specialist are:

1. To provide citizens within his jurisdiction information concerning personal safety and the security of property, and other matters relating to the reduction of criminal opportunity.
2. To provide business establishments within his jurisdiction information concerning business and employee security, and other matters relating to the reduction of criminal activity.
3. To provide citizens and businesses within his jurisdiction assistance in forming and maintaining neighborhood and business watch groups and other community-based crime prevention programs.
4. To provide assistance to other units of government within his jurisdiction in developing plans and procedures related to the reduction of criminal activity within government and the community.

5. To promote the reduction and prevention of crime within his jurisdiction and the Commonwealth.

**6VAC20-180-30. Eligibility.**

- A. Any employee (sworn or non-sworn) of ~~a local or state law enforcement agency, or auxiliary officer or deputy~~ a local, state or federal government agency who serves in a law enforcement, crime prevention, criminal justice or volunteer capacity, is eligible to be trained and certified as a crime prevention specialist.
  
- B. The agency administrator of ~~any local or state law enforcement agency~~ any local, state, or federal government agency may designate one or more employees in his department or office, who serves in a law-enforcement, crime prevention, criminal justice or volunteer capacity to be trained and certified as a crime prevention specialist. Applicants for recertification shall be recommended by agency administrator or his designee. Application shall be made on the Crime Prevention Specialist Certification Application-Form A.
  
- C. This chapter does not limit or prohibit the chief executive of ~~any local or state law enforcement agency~~ any local, state or federal government agency from assigning personnel to crime prevention tasks who are not certified as crime prevention specialists.

**6VAC20-180-40. Crime prevention specialist certification requirements.**

A. The following requirements must be met to be certified as a crime prevention specialist. The applicant shall have:

1. Been certified as a general law-enforcement instructor within the past five years, or successfully completed a comparable instructor development course approved by the department.
2. Received 40 hours of approved introductory crime prevention training. Completion of the following compulsory minimum training topics is required for designation as a crime prevention specialist:
  - a. Theory and Practice of Crime Prevention
  - b. Neighborhood Watch
  - c. Home and Business Security
  - d. Security Liability
  - e. Security Hardware (locks, lighting, and alarms)
  - f. Personal Safety
  - g. Crime Analysis

3. Received 80 hours of additional crime prevention training within the past five years of the date of application. This additional training must address at least ~~two~~ four of any of the following topics:

- a. Crime Prevention Through Environmental Design
- b. Community Crime Prevention Planning
- c. Advanced Data Collection and Analysis
- d. School Safety and Security
- e. Security Lighting
- f. Computer Security
- g. Managing Volunteers
- h. Grant and Proposal Writing
- i. Legislation, Ordinance and Regulation Development
- j. Prevention of Youth Violence
- k. Prevention of Family Violence
- l. Drug Abuse Prevention
- m. Public Speaking
- n. Media Relations
- o. Other topics approved by the department

4. At least three years experience in a law enforcement, crime prevention, or criminal justice agency.

5. At least one year experience, within the past five years of the date of application, in providing crime prevention services. Such experience shall have included:

- a. Developing and maintaining Neighborhood or Business Watch groups.
- b. Conducting security assessments of homes and businesses.
- c. Making public presentations on home or business security and personal safety.
- d. Distributing crime prevention information to the public.
- e. Other experience approved by the department.

B. The department retains the right to waive all or part of the prescribed training requirements when relevant crime prevention certifications awarded by recognized criminal justice or security organizations or by other state criminal justice agencies are provided.

Crime prevention specialist certifications awarded by organizations or other states will be reviewed on a case-by-case basis.

**6VAC20-180-50. Recertification.**

- A. Recertification is required every three years.
- B. Applicants for recertification shall be recommended by the agency administrator or his designee. Application shall be made on the Crime Prevention Specialist Recertification Application-Form B.

C. Applicants for recertification must complete 40 hours of additional crime prevention training since initial designation as a crime prevention specialist. This additional training must address at least ~~one~~ two of the following topics:

1. Crime Prevention Through Environmental Design
2. Community Crime Prevention Planning
3. Advanced Data Collection and Analysis
4. School Safety and Security
5. Security Lighting
6. Computer Security
7. Managing Volunteers
8. Grant and Proposal Writing
9. Legislation, Ordinance and Regulation Development
10. Prevention of Youth Violence
11. Prevention of Family Violence
12. Drug Abuse Prevention
13. Public Speaking
14. Media Relations
15. Other topics approved by the department

D. Individuals whose certification expires shall comply with the requirements set forth in 6VAC20-180-40 and meet any certification requirements in effect at that time.

E. The department retains the right to grant an extension of the recertification time limit and requirements under the following conditions:

1. Illness or injury
2. Military service
3. Special duty required and performed in the public interest
4. Leave without pay or suspension pending investigation or adjudication of a crime
5. Any other reason documented by the agency administrator

F. Requests for extensions of the time limit must be requested prior to certification expiration.

#### Statutory Authority

§§9.1-161 of the Code of Virginia.

#### Historical Notes

Derived from VR240-04-4 §5; eff. December 14, 1994.

#### FORMS

Form A - Crime Prevention Specialist Certification Application.

Form B - Crime Prevention Specialist Recertification Application.